



Harvard Graduate School of Education & Harvard Divinity School Waiver Information for Degree Program Candidates

The Harvard Extension School (HES), the Harvard Graduate School of Education (HGSE) and the Harvard Divinity School (HDS) have partnered to offer Harvard Extension School degree candidates the opportunity to take one 4-credit graduate-level course free of charge that will apply to an Extension School degree. Degree candidates may apply for both waivers.

To be eligible for the HGSE waiver: you must be an admitted ALB candidate or ALM degree candidate. ALB candidates must have completed 96 credits and have a GPA of 3.5 or higher. Mathematics for Teaching candidates need a GPA of 3.0 or higher to apply. All other ALM candidates must, at the time of the application deadline, have completed 24 credits with a GPA of 3.5 or higher.

To be eligible for the HDS waiver: you must be an admitted degree candidate in the ALB, ALM Liberal Arts, or ALM Museum Studies program. ALB candidates must have completed 96 credits and have a GPA of 3.5 or higher. ALM candidates must, at the time of the application deadline, have completed 24 credits with a GPA of 3.5 or higher. Special consideration will be given to ALB and ALM candidates with either a field of study or concentration in religion, respectively.

Your course enrollment is subject to HGSE or HDS approval. Once approved, you must register for that specific course. Please note that you must take the course for a letter grade. The course will appear on your HES academic record, even if you choose to withdraw. Please refer to the HGSE and HDS websites for registration deadlines and start dates. Registration procedures will be sent to students awarded a tuition waiver. Questions regarding which courses would or would not count toward the degree must be sent to your specific program advisor:

PROGRAM	CONTACT	E-MAIL
Bachelor of Liberal Arts	Jason Miele	jason_miele@harvard.edu
Master of Liberal Arts	Sarah Powell	sarah_powell@harvard.edu
Information Technology	Nada El-Newahy	elnewahy@extension.harvard.edu
Journalism	Jody Clineff	jody_clineff@harvard.edu
Management/Finance	Ben Jamieson	ben_jamieson@harvard.edu
Mathematics for Teaching	Maura McGlame	maura_mcglame@harvard.edu
Museum Studies	Kathy Jones	kathy_jones@harvard.edu

HGSE offers courses in the following areas that may be of interest: (1) arts in education, (2) cognition, development and sociology, (3) education policy and economics of education, (4) philosophy and international education, (5) language acquisition, (6) leadership, management and organizations, (7) research methods and data analysis, and (8) technology. Visit the HGSE website, <http://www.gse.harvard.edu/about/catalogue/courses>, for a complete selection of courses. While the majority of courses are offered during the day, there are a number of 4 pm courses. Please submit an e-mail application (ALM degree candidates send to **Stephen Blinn**, stephen_blinn@harvard.edu; ALB candidates send to **Jason Miele**, jason_miele@harvard.edu).

HDS offers a wide variety of courses designed to appeal to a broad spectrum of interests and to give students both breadth and depth of knowledge in a variety of fields, religious traditions, languages, and concepts. Visit the HDS website, www.hds.harvard.edu/academics/courses, for a complete selection of courses. Seminars are not included. Please submit an e-mail application (all HDS applications go to **Jason Miele**, jason_miele@harvard.edu).

Application deadline: Fall: August 1 • Spring: December 1 (late applications will not be accepted). The e-mail subject heading must be HGSE/HDS Tuition Waiver Application for (your full name). **This is a highly competitive application process.** We encourage you to take the time to craft a strong case as to why you should receive the \$5,000+ tuition waiver.

Attach the following to the e-mail:

1. Completed HGSE/HDS Tuition Waiver Form
2. Current resume/CV
3. Two- to three-page, double-spaced application essay. The essay must be attached to the e-mail as a PDF and include a statement about how the course(s) will benefit you in terms of your program of study, academic goals and professional plans. Be sure to add information about your employment (full time/part time) and academic schedules (including any other courses you may be taking in the same term). We want to know how much time you have available for the HGSE/HDS course. The success of the program rests with your active participation and successful completion of all course work.



HARVARD EXTENSION SCHOOL

51 Brattle Street, Cambridge, Massachusetts 02138-3722 • (617) 495-4024 • www.extension.harvard.edu

HGSE/HDS Tuition Waiver Application

FULL LEGAL NAME (exactly as printed on your government-issued ID)		
Last/Family/Sur name(s)	First/Given name(s)	Middle name(s)

HARVARD ID NUMBER (as appears on your ID Card)	DAYTIME PHONE NUMBER										
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E-MAIL ADDRESS

DEGREE PROGRAM (ALB or ALM)	FIELD	GPA

CREDITS COMPLETED TO DATE	ANTICIPATED GRADUATION DATE (i.e. March 2016, May 2017)

COURSE PREFERENCE Please list your top three course choices (example: HDS 3831 Modern Tibetan Religious Literature Spring 2016)			
School (HDS or HGSE)	Subject Number	Course Title	Term

Student's Signature _____ Date _____

In order to receive degree credit, you **MUST** submit a petition to your academic advisor, outlining the reason(s) you believe this course would benefit your program of study.

DEGREE PROGRAM USE ONLY
Program Advisor Approval _____ Date _____